

State Historical Records Advisory Board

Minutes

The State Historical Records Advisory Board (SHRAB) met on November 1, 2006, at 1 p.m. in the Board Room at the Kentucky Department for Libraries and Archives (KDLA). Board members present were: Barbara Teague, Deputy Coordinator; Mary Margaret Bell, Jefferson County Public Schools (JCPS); Rebecca Ryder, University of Kentucky (UK); Sue Lynn McDaniel, Western Kentucky University (WKU); Gretchen Haney, representing Kent Whitworth, Kentucky Historical Society (KHS); and Mary Winter, Citizen at Large. Also present was Connie Renfroe, Public Records Division Secretary. Not present were: Richard Belding, Coordinator; and Dr. James Greene, Harlan Independent School District.

The minutes of August 28, 2006 were reviewed. Winter asked that she be recognized in the minutes as something other than "retired." Teague recommended that she be recognized as "Citizen at Large." Winter made a motion to accept the minutes as corrected, seconded by Bell. Motion carried unanimously.

Teague reported that funding to National Historical Publications and Records Commission (NHPRC) of approximately \$7,000,000 in grants and \$3,000,000 operating funds has been restored to the budget by the House of Representatives. Dick Cameron, NHPRC liaison to all the state boards for over twenty years, retired on October 31, 2006, but because of the federal budget, his position will not be filled at this time. Cameron's duties have been divided among the remaining NHPRC staff. Dan Stokes, of NHPRC, has been assigned as SHRAB's liaison on State Board issues.

Teague gave an update on the Archives Week Coordinating Committee meeting. The Archives Week Coordinating Committee discussed the successes and problems encountered with the 2006 Archives Week "Family Heritage." They also discussed how the web site could be improved, how the Archives Week planning guide worked, and next year's poster. The Archives Week Certificates of Merit were awarded to Cheryl Beckley, WKU; Beverly Calvert, Allen County Clerk; and Jim Nelson, State Librarian, KDLA. KCA has committed to pay for next year's poster. The Archives Week themes for the future are: 2007 "Leisure"; 2008 "50th Anniversary of the Public Records Act"; 2009 "Abraham Lincoln"; and 2010 "Horses."

The money for the video was transferred from the SHRAB's KDLA account to the KET Foundation. The 2005 NHPRC grant to SHRAB just closed in the last quarter. An extension was requested because some details needed to be modified to transfer money to KET to pay for the production of the video. Over \$6,000 has been paid to KET and additional money will be transferred to KET at the end of 2006 towards the completion of the video. Arthur Rouse, a video contractor with KET, is the subcontractor who will work with SHRAB on the video.

Teague reported that the SHRAB submitted an NHPRC administrative grant application for \$10,000 for 2007. Money from the grant will be used to pay for administrative costs, SHRAB travel expenses, and two or three SAA workshops.

The SHRAB discussed the Appalshop grant, which Appalshop submitted directly to NHPRC instead of to the SHRAB for pre-review. The board was in agreement to approve the grant, but there were questions on the financial long-term sustainability of the work through the grant. Teague requested that Board members submit their individual review forms by November 27, 2006. Teague will then complete the SHRAB review form and submit all review forms to NHPRC.

Teague will do a timeline for 2007-2012 and send it to the Board for review before the next meeting. Meeting dates for 2007 will be scheduled for February, May, August and November. Definite dates will be set later on and will include the new Board members.

Ryder asked about the condition of staffing at KDLA. Teague said that positions of two records analysts and one administrative assistant have been filled. The Micrographics Branch manager had retired, but Mark Stone, Archivist III, took that position. Almost immediately, approval was given for KDLA to fill the Archivist III position. The State Publications Program Coordinator's position, which has been vacant for four years, will not be filled. There is a committee of sixteen staff, which includes the federal documents person, working on the back file conversion project of paper records, cataloging, etc.

Ryder announced that in May 2006, UK received a U.S. Agriculture Information Network grant to create a bibliography of core literature in agriculture. This is a sub-grant from the National Endowment for Humanities (NEH) administered through Cornell. After six months of waiting, the contract has been signed, and UK is now able to hire staff to compile an extensive

bibliography in this two year project. This person will contact facilities such as KHS, KSU, and KDLA about any publications regarding agriculture. The bibliography will be reviewed by peers and then prioritized in a four tier system. The top priority becomes the target collection for the second phase of the grant, which is preservation microfilming.

There being no further business to discuss, the meeting was adjourned.